

OQUIRRH MOUNTAIN CHARTER SCHOOL
DBA JEFFERSON ACADEMY
ANNUAL BOARD MEETING MINUTES



Wednesday, June 27, 2012

Place: Oquirrh Mountain Charter School Library
1425 S. Angel
Kaysville, UT 84037

In Attendance: Keith Facer, Neal Harris, Shelley Young, Kristi Carlston, Kris Beelek

Excused: Joshua Spilker

Others in Attendance: Greg Cox (by phone), Gabe Clark (AW), Gavin Hutchinson (AW), Trish Trammell (AW), members of the public

MISSION

Oquirrh Mountain Charter School will offer an academically challenging and content-rich history-centered curriculum that incorporates the study of American citizenship and is based on the Core Knowledge Sequence. Oquirrh Mountain will provide an environment in which every student has the opportunity to gain a strong foundation of knowledge in world and American history, classic literature, science, math and fine arts. It is the desire and mission of this school to have every child be challenged, experience success and master basic skills, grow in academic ability and content knowledge, and develop an understanding and appreciation for our nation's heritage and founding principles.

MINUTES

6:11 PM – CALL TO ORDER by Keith Facer

CLOSED SESSION

- ❖ Neal Harris motioned to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Shelley Young seconded the motion. Motion passed unanimously. The votes were as follows:
 - Keith Facer – AYE
 - Neal Harris – AYE
 - Shelley Young – AYE
 - Kristi Carlston – AYE
 - Kris Beelek – AYE
- Entered Closed Session at 6:05 PM.

ADJOURN CLOSED SESSION AND ENTER BOARD MEETING

- ❖ Kristine Beelek motioned to adjourn the Closed Session and enter the Board Meeting; Shelley Young seconded the motion. Motion passed unanimously. The votes were as follows:
 - Keith Facer – AYE
 - Neal Harris – AYE
 - Shelley Young – AYE
 - Kristi Carlston – AYE
 - Kris Beelek – AYE
- Closed Session adjourned and Board Meeting Called to Order at 7:37 PM.

BREAK FROM 7:37-7:55 PM

Jason Finch, Greg Cox, and members of the public joined the meeting.

CONSENT ITEMS

- ❖ Kristine Beelek motioned to approve the May 10, 2012 Board Meeting Minutes; Neal Harris seconded the motion. Motion passed unanimously.

- ❖ Jason Finch explained the new employees positions and licensures to the Board. Neal Harris motioned to approve the following New Hires: Robyn Todd, Deborah Ramsey, Brittany Roper, Alison Sorensen, Melinda Bacoch, Misty Carver, Lindsay Holmes, Shyrel Callahan, Andrew Kimball, Camee Faulk, Chantelle Byington, Molly Thigpen, Sarah Murray, and Erica Neufeld; Shelley Young seconded the motion. Motion passed unanimously.

PUBLIC COMMENT

- ❖ No public comment was made.

MONITORING

- ❖ The Board reviewed the Director Report submitted by Greg Cox. The report provided an update on the new staff hired, enrollment, and information on the voting items. The Board also discussed enrollment numbers and student schedules in addition to the office making phone calls to parents. The school will also be participating in summer activities including parades and city fairs.
- ❖ Gavin Hutchinson reviewed the 2011-2012 budget with the Board and the end of the fiscal year. Gavin Hutchinson also presented the 2012-2013 budget to the Board with the expected expenses and cash flow. The Board also discussed when the fiscal year would be closed and the audit would be complete. The Board discussed the school lunch program and meal costs. Dr. Cox discussed the application status of offering a free and reduced program and said that it should be approved prior to school beginning.
- ❖ Kristi Carlston updated the Board on the PTO's plans for this fall. Volunteer hours were reviewed and the parents were very generous with their time.
- ❖ Keith Facer provided the Board Governance monitoring. The Board reviewed Ends 1.1. Academic Accomplishment and discussed students annual growth and achievement scores. Ends 1.5. Appreciation for Learning, Executive Limitations Global, Executive Limitations 2.3. Financial Planning/Budgeting, and Executive Limitations 2.9. Ends Focus of Grants or Contracts were tabled.

VOTING ITEMS

- ❖ Neal Harris motioned to approve the 2011-2012 Budget; Kristi Carlston seconded the motion. Motion passed unanimously.
- ❖ The Board discussed the budget and the need to revise it after salaries are determined and the October 1 Count occurs. The Board requested Dr. Cox to immediately provide a salary comparison spreadsheet to determine its impact on the budget so employment agreements can be disseminated. Neal Harris motioned to adopt the 2012-2013 Budget; Shelley Young seconded the motion. Motion passed unanimously.
- ❖ The Board discussed the Academica West Addendum 1 and Exhibit to the Amended and Restated Management Agreement. The Board discussed the services Academica West provides and tasked Dr. Cox to provide a list of services that he is using. They want to evaluate further the addendum and other options available. The Board tabled the Academica West Addendum 1 and Exhibit to a future Board Meeting.
- ❖ The Board reviewed Shelly Young and Kristi Carlston's terms and their willingness to renew for an additional term. Keith Facer motioned to ratify the Board Members and Elected Officers as follows and renew three-year terms for Shelley Young and Kristi Carlston; Neal Harris seconded the motion. Motion passed unanimously.
 - Keith Facer – Chair
 - Neal Harris – Vice Chair
 - Shelley Young – Secretary
 - Joshua Spilker – Financial Coordinator
 - Kristi Carlston – Board Member
 - Kris Beelek – Board Member

Board composition was discussed and ensuring that the public is invited to participate when openings on the Board exist. Kristine Beelek discussed establishing credibility with the patrons

- ❖ The Director Employment Agreement and Compensation was tabled.
- ❖ The Assistant Director Employment Agreement and Compensation was tabled.
- ❖ Neal Harris motioned to approve Officially Changing the School Name to Jefferson Academy; Keith Facer seconded the motion. Motion passed unanimously.

- ❖ Neal Harris motioned to approve the Filing of the Charter Amendment Request; Kristi Carlston seconded the motion. Motion passed unanimously. The Board also discussed size and composition and will continue to review options to fit the school needs.
- ❖ Keith Facer motioned to approve the Execution and Filing of Articles of Amendment to Articles of Incorporation including Second Amended and Restated Articles of Incorporation, the Second Amended and Restated Bylaws, and the Cancellation of DBA Contingent on Approval of Charter Amendment and Bondholder Approval; Neal Harris seconded the motion. Motion passed unanimously.
- ❖ Neal Harris motioned to approve to authorize the Board Chair to execute name change documents; Shelley Young seconded the motion. Motion passed unanimously.
- ❖ Neal Harris motioned to approve the Clean It Up Carpet Cleaning bid for carpet only\$3094.40; Shelley Young seconded the motion. Motion passed unanimously.
- ❖ The Summer Purchasing Plan was tabled.

DISCUSSION ITEMS

- ❖ The Board reviewed the Grievance Policy and discussed how they would like to see communication handled. The Board also reviewed a grievance that was received and the proper procedures for it being brought before the Board.
- ❖ The Board tabled the discussion on the End of Year Parent/Teacher Survey.
- ❖ The Board was reminded to complete the Annual Open Meeting Act Training and let Kara Finley know when they have watched the training.
- ❖ Calendaring
 - Board Meeting July 12, 2012
 - Summer Retreat July 20, 2012 at 3:00 PM

TRAINING

- ❖ The *BoardWiser Training #4* was tabled.

ADJOURN

- ❖ Keith Facer motioned to adjourn the Board Meeting; Kris Beelek seconded the motion. Motion passed unanimously.
Meeting adjourned at 10:08 PM.

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CLOSED SESSION MINUTES



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